

**HSIA BOARD MEETING
THE KEY SCHOOL
November 29, 2012**

BOARD MEMBERS PRESENT: Christian Elkington, Shannon Frece, Tracy Stanley, Nancy Fulton, Ray Sullivan, TJ Hurlburt, Bill Anderson, (absent: Noel Gasparin, Perry Geib, Mark Jones, Helene Raven)

ADMINISTRATIVE STAFF: Jean Somers, Jim Schwallenberg

GUESTS: Colleen Mitchell, Paulette Conte, Jeri Singleton

Christian Elkington called the meeting to order at 7:10 pm. Quorum present. Two proxies given to Christian Elkington and voted in favor on all motions.

APPOINTMENT OF TREASURER: Christian Elkington motioned the Board appoint Nancy Fulton (newly elected Treasurer for 2013-2014) to the vacant Treasurer position immediately. Bill Anderson seconded the motion. Vote taken – unanimously approved.

MINUTES: Motion from Ray Sullivan to accept the minutes from the October Board meeting as amended:

1. Treasurer's Report: We will owe Anchor Aquatics a payment of \$11,750.
2. Piers & Harbor: Delete sentence in #1 "We are only looking at a 2% increase in slip fees."

Bill Anderson seconded the motion. Vote taken – unanimously approved.

TREASURER'S REPORT: Christian Elkington went over the Treasurer's Report. We have \$148K in accounts. HSIA just received a check from the County in the amount of \$159K. Will pay back Operating Account. Need to limit Security spending. Piers & Harbor budget is fine. Some expenses from the Pool Budget will be moved to the Special Tax Budget. See attached Expense Adjustments to Pool Budget. Christian went over all adjustments. Acquisition expenses were paid to Hillsmere Pool Association and charged to the Pool Budget. This was an HSIA acquisition and was a Board action and therefore should be charged to the Operating Account. Christian Elkington appointed Nancy Fulton as Budget Committee Chair. She will be in touch with Committee Chairs. Now is the time to get contract bids. Christian is re-contracting grass cutting for the community. The only other major contract is the pool. Anchor will renew at the same price.

PRESIDENT'S REPORT: Christian Elkington reported on the following:

1. Helene Raven is not present due to hip replacement surgery.
2. HSIA received a very nice thank you card from Marion Walker.
3. 25 foot of rope fence was stolen from the beach. HSIA sent a community email asking if anyone has information to please contact us. We received some responses. Found fingerprints on a saw left behind. The cost of repair is \$2,000 and is a misdemeanor theft.
4. HSIA has been asked to participate in the Anne Arundel County Public Works Advisory Committee.

5. The sewage treatment plant on Mayo Peninsula failed. Trucking sewage to Chesapeake Harbor.
6. Life Scout Ian Ferris has asked to do his Eagle project with Hillsmere.

METAVIVOR RACE: METAVIVOR asked to hold their race in Hillsmere again this year. We took an email vote because we did not have a quorum at the October Board meeting and METAVIVOR needed an answer. The date is Saturday, April 13, 2013. **Christian Elkington motioned the Board approve the METAVIVOR race. Tracy Stanley seconded the motion. Vote taken – unanimously approved.**

PIERS & HARBOR LOAN: Sandy Spring Bank will make their final decision on the Piers & Harbor loan tomorrow.

SPECIAL TAX BUDGET: The Special Tax budget was presented at the November General meeting. No comments were made at the meeting. **Bill Anderson motioned the Board approve the Special Tax budget. Ray Sullivan seconded the motion. Vote taken – unanimously approved.**

SHORELINE PROJECT: Christian Elkington reported that the community voted for Option #1 over Option #2 for the Shoreline Renovation project at the beach. **Christian Elkington motioned the Board approve Option #1 as the Beach Shoreline Renovation Plan. Ray Sullivan seconded the motion. Vote taken – unanimously approved.** We now need to move forward on proposals for services for the Shoreline project. HSIA has a bid from Near Shore Engineering. Christian Elkington and Beach Chair, Kate Penn, strongly recommend we stay with Near Shore because Near Shore has done all our preliminary engineering work on Shoreline Option #1 and Option #2. Approving sole source due to time, consistency and budget constraints. **Tracy Stanley motioned the Board approve the proposal for New Shore Engineering (attached). Ray Sullivan seconded the motion. Vote taken – unanimously approved.**

POOL: Christian Elkington reviewed the attached Expense Adjustments to Pool Budget. Proposing removal of shrubbery to extend pool parking lot; remove junipers and replace with grass; expand parking lot and fence it. Estimates attached. The Garden Club proposes a memorial garden around Great Lake Drive. Magnolia trees to be relocated from back fence of pool to northwest corner of Great Lake Drive. This will establish the “memorial garden”. **Christian Elkington motioned the Board approve the Pool Property Renovation Projects not to exceed \$17,000 for the four projects listed on attached. Bill Anderson seconded the motion. Discussion. Vote taken – unanimously approved.**

BEACH FENCE REPAIR: Christian Elkington has one estimate from the original contractor. The contractor has extra rope from the original project he will donate to repair the project. The estimate is \$2000. HSIA will obtain bids. **Christian Elkington motioned the board approve not to exceed \$2000 for rope beach fence repair. Ray Sullivan seconded the motion. Vote taken – unanimously approved.**

POOL DEBT: Christian Elkington motioned the Board approve the acquisition debt accrued from acquiring the pool from the Hillsmere Pool Association be debited from the General Fund rather than the Pool account. Shannon Frece seconded the motion. Discussion. Vote taken – 5 in favor (plus 2 proxies – Helene Raven and Perry Geib); 1 abstained (Tracy Stanley).

KEY CAMP: Key School Camp would like to utilize the pool again this summer. We have always hosted Key School Camp. The Camp will run from June 24 to August 2, with no Camp on July 4 and 5. Christian Elkington motioned the Board approve Key Camp's use of our pool for the 2013 Camp Season. Ray Sullivan seconded the motion. Discussion. Vote taken – unanimously approved. Key Camp uses many amenities in Hillsmere for their summer camp session. Key Camp Swim Club would like to purchase memberships to the Hillsmere pool to be able to swim daily between the hours of 1-3 pm from June 17 to July 26. Christian Elkington approved Shannon Frece to negotiate with Key School to purchase memberships to the Hillsmere pool for Key Camp Swim Club.

PIERS & HARBOR: Piers & Harbor currently has an outstanding loan with Sandy Spring Bank. Christian Elkington motioned the Board approve a \$50K debt from Piers & Harbor to the General Fund be repaid over a five year period commencing FY2014. Nancy Fulton seconded the motion. Discussion. TJ Hurlburt, Chair of Piers & Harbor, did not originate this request, nor did he come to the Board and ask for this motion. Vote taken – unanimously approved.

BUILDING PERMIT: Bill Anderson introduced Paulette Conte, owner of 611 Beach Drive. Paulette is requesting the Board discuss her building plans prior to obtaining a County building permit. The plans are to change the configuration of the existing garage from 2-car to a 4-car double garage. The modification infringes on the 15-foot sideline setback on the south corner closest to the street by about 5 feet. The property is an odd-shaped lot, so it qualifies for a variance. Discussion. The Board recommends Paulette get approval from her neighbor. The Board approves Paulette to go forward to the County to obtain a County building permit.

There being no further business, the meeting adjourned at 9:30 pm.

Respectfully submitted,

Jean Somers
Administrator